

Monday, March 26, 2018

Minutes of the Regular Public Meeting of Council held on Monday, March 26, 2018 in Council Chambers.

Attendees: Mayor Keith Howell (Chair)
Councillor Shawn Budgell
Councillor Dwight Day
Councillor Gordon Blackwood
Councillor Dale Howell
Clerk/Manager Dianne Goodyear

Absent: Deputy Mayor Marlene Peddle
Councillor Michael Wheaton

Call to Order: Chair @ 7:30 p.m.

Agenda: **Motion-4218-18-Councillor S. Budgell/Councillor G. Blackwood**
Resolve that the Agenda be adopted as presented.

In favour: Mayor Howell Councillor S. Budgell
 Councillor D. Day Councillor G. Blackwood
 Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of March 12, 2018 which had been circulated to all members.

Motion-4219-18-Councillor S. Budgell/Councillor D. Day
Resolve that the Minutes of the Regular Public Council Meeting of March 12, 2018 be adopted as circulated.

In favour: Mayor Howell Councillor S. Budgell
 Councillor D. Day Councillor G. Blackwood
 Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Business

Arising: **Playground**

Town Engineer has agreed to participate in the reopening plans for the Playground. A letter has been sent to this effect advising Mr. Jenkins to set up the meeting between the School Board and the Town at their earliest convenience.

No Smoking Policy

Signs provided indicate “Smoke Free Property” will be used at the Rink and Ball Fields. The smaller signs stating “Please Respect our Smoke Free Property” originally meant for the doors at the Recreation Center will not be used until clarification is received from Municipal Affairs regarding the word Property. The motion states there is a No Smoking Restriction Policy of 9 meters minimum from the nearest entrance of any Municipality Owned Property. The intent was 9 meters from the nearest entrance of any Municipal Buildings.

Surplus Funds re: W.S. Project

The Town Engineer advised that we are waiting on approval from Environment and Conservation on the extension of our Water/Sewer Project. Following which Municipal Affairs approval is required to proceed. Engineer anticipates materials will probably be ordered mid-April or so and the project should commence May 24th or earlier. A meeting will be called with the Engineer prior to work commencing to discuss some items of concern.

Snow Clearing April 2017

Councillor G. Blackwood left the meeting at 7:55 p.m. due to a conflict of interest.

Motion-4220-18-Councillor D. Howell/Councillor D. Day

Resolve that the interest be removed and the invoice would be 50% of the original amount billed as neither side could provide sufficient proof.

In favour: Mayor Howell Councillor S. Budgell
 Councillor D. Day Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Councillor G. Blackwood was invited back to the meeting at 8:10 p.m.

**Business
Arising:**

Fire Dept. Complaint

Members were in agreement that letters of reprimand be sent to all members concerned. Further that a copy would be kept in their personnel files.

Mutual Aid/Musgrave Hr. Fire Dept.

The use of foam and a tow trailer with a water storage tank was discussed as an alternative to sending the Pumper to a MVA outside of town. More research is required and the results will be brought back to the next meeting for further discussion.

Land Sales

Members were informed of the current status with the Land Sale. Legal is still working on this property.

Fire Dept. Policy/Procedures

Motion-4221-18-Councillor D. Howell/Councillor S. Budgell

Resolve to adopt the Fire Department Members Handbook as presented.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Motion-4222-18-Councillor G. Blackwood/Councillor D. Day

Resolve to adopt the Town of Carmanville Respectful Workplace Policy as presented.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Members were in agreement that a cover letter be composed explaining the new Handbook and Policies. Further that a separate meeting is required to review the above. The Mayor and Town Manager will attend this meeting for assistance to the Fire Chief regarding the above.

Committees

Finance:

Town Insurance – Renewal

Members were in agreement to submit the completed “Errors and Omissions Insurance Renewal Application” as presented.

Public Works:

Water Report

Satisfactory.

Burned Car/Route 330

Pictures of the burned car on Route 330 were presented along with the license plate. Members were informed that the RCMP were given the license plate number. Clerk/Manager was advised to call Transportation and Works for removal of the vehicle as the car is in their Right-of-way.

Fire Dept:

Application

Motion-4223-18-Councillor S. Budgell/Councillor D. Howell

Resolve the application for membership from Vernon Hancott be approved as presented.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Accounts

Payable:

Shawn Budgell	\$ 31.03 – Reimburse - Printer Toner (Paid)
NL Power	\$ 39.72 – Hydro – Lift Station
NL Power	\$ 323.25 – Hydro – Fire Hall
NL Power	\$ 197.49 – Hydro – Booster Station
NL Power	\$ 467.44 – Hydro – Garage
NL Power	\$ 461.33 – Hydro – Mun. Bldg.
NL Power	\$ 68.07 – Hydro – Chlor. Chambers
NL Power	\$ 475.13 – Hydro – Garage
Pennell’s Service Station	\$ 426.94 – Battery/Cable – Trailer
Dooley’s Trucking	\$ 17.25 – Courier Service- Pulleys/Garage
G & M Services	\$ 740.26 – Gas \$400/Diesel \$340

Motion-4224-18-Councillor G. Blackwood/Councillor D. Howell

Resolve that the outstanding accounts be paid in full with the exception of \$467.44 – Town Hydro which was an error and has been removed.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

New Business:

Application for Development

Council has no issues or concerns with the application for development at Whitewater Pond (#153576) as presented from Crown Lands.

ATIPP Head of Local Body

Motion-4225-18-Councillor D. Day/Councillor G. Blackwood

Resolve that Mayor Keith Howell would be designated as the Head of the Municipality for the purposes of ATIPPA.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Members

Business:

MNL Central Regional Meeting

The MNL Central Regional Meeting has been postponed to April 20 and 21, 2018. Registration was already paid for members that were attending

before the meeting got changed. If those members cannot make that date or new members are interested in going, they are asked to advise the office by Thursday, March 30th to make the necessary changes without losing our registration payment.

Members

Business:

MNL Training Schedule 2018

All members were emailed the 2018 MNL Training Schedule. Some of the upcoming training is:

- April 11 in Gander – Conflict of Interest/Conducting Council Meetings
- April 16 in Grand Falls-Windsor – Conflict of Interest/Conducting Council Meetings
- May 2 – 5 – MNL Symposium in Gander.

All members present at the meeting will be registered for the Conflict of Interest/Conducting Council Meetings to be held in Gander on April 11th, 2018. Remaining members are asked to contact the office if they also wish to be registered for this training.

Adjournment:

Motion-4226-18-Councillor D. Howell/Councillor S. Budgell

Resolve that Council do now adjourn to meet again on Monday, April 9th, 2018 at 7:30 p.m.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor G. Blackwood
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:45 p.m.

Monday, March 12th, 2018

Minutes of the Regular Public Meeting of Council held on Monday, March 12th, 2018 in Council Chambers.

Attendees:

Mayor Keith Howell (Chair)
Councillor Shawn Budgell
Councillor Dwight Day
Councillor Michael Wheaton
Councillor Dale Howell
Clerk/Manager Dianne Goodyear

Guest:

Councillor Dwight Abbott and Fire Chief Grant Pinsent

Guest:

Jackie MacIsaac and Kim Blackwood

Absent: Deputy Mayor Marlene Peddle
Councillor Gordon Blackwood

Call to Order: Chair @ 7:30 p.m.

Agenda: **Motion-4208-18-Councillor S. Budgell/Councillor D. Day**
Resolve that the Agenda be adopted as presented.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes: Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Public Council Meeting of February 19th, 2018 which had been circulated to all members.

Motion-4209-18-Councillor S. Budgell/Councillor M. Wheaton

Resolve that the Minutes of the Regular Public Council Meeting of February 19th, 2018 be adopted as circulated.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Guest: **Motion-4210-18-Councillor D. Howell/Councillor M. Wheaton**
Resolve to enter into a "Closed Session" to discuss the next topic.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

(Jackie MacIsaac and Kim Blackwood left the meeting at 7:32 p.m.)

Mayor Howell welcomed Councillor Dwight Abbott and Fire Chief Grant Pinsent from Musgrave Harbour to the Meeting.

The Musgrave Harbour Fire Department has recently acquired vehicle extrication Hydraulic tools and has completed Vehicle Extrication Training. They are willing to cover the area from Main Point to Deadman's Bay if communities along the way can provide their Pumper to provide fire support if the need arises at an MVA. They are asking for a Mutual Aid

Agreement stating that in an extreme circumstance if requested, our Fire Support including the Pumper would assist their town. Further they need a letter containing all contact information needed and a commitment to provide fire protection at MVA scenes and a map of the area we would respond to.

At this point, Aspen Cove Branch to Main Point/Davidsville Intersection needs coverage as well as the back road to Frederickton.

Mayor Howell thanked the guest for coming and presenting their case. They both left the meeting at 8:00 p.m.

(Jackie MacIsaac and Kim Blackwood were invited back to the meeting at 8:00 p.m)

Mayor Howell welcomed Jackie and Kim to the meeting. Jackie is disputing a snow clearing invoice from April 6, 2017. She presented her case and they both left the meeting at 8:25 p.m.

Discussion on both cases presented above.

Guest:

Motion-4211-18-Councillor D. Howell/Councillor S. Budgell

Resolve to return to an “Open Session” for the remainder of the meeting.

In favour:	Mayor Howell	Councillor S. Budgell
	Councillor D. Day	Councillor M. Wheaton
	Councillor D. Howell	

Opposed: 0

Abstaining: 0

Motion Carried.

Further research is required on both the above topics. Results will be brought back to the next meeting for further discussion.

Business

Arising:

Fire Dept. Complaint Update

Members were updated on the above topic. More research is required. Results will be brought back to the next meeting for further discussion.

Respectful Workplace Workshop

The Respectful Workplace Workshop was a huge success. Following the workshop, the Safety Coordinator has compiled a new Respectful Workplace Policy and Procedures and new policies and procedures for the Fire Department to follow when an incident occurs or a complaint has been received. Packages were given to members to take home and review. A special meeting will be set up to discuss the proposed changes when members have had a chance to review the information provided.

Playground

A favorable response has been received regarding the plans to reopen the playground with help from the town.

Motion-4212-18-Councillor D. Howell/Councillor S. Budgell

Resolve that the Town will provide Town Engineer Services, Town Loader/Backhoe and Operator at this point in time. Further assistance will be determined later.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Committees

Finance:

Surplus Funds W.S. Project

Approval has been received from Municipal Affairs to utilize \$102,577 of the remaining surplus funds to extend the water and sewer servicing an additional 82 meters.

W.S. Charge/Hookup

Motion-4213-18-Councillor M. Wheaton/Councillor S. Budgell

Resolve that there will be no discount offered on the 2018 Water and Sewer Fee.

In favour: Mayor Howell Councillor S. Budgell
Councillor M. Wheaton

Opposed: 2 – Councillor D. Howell & Councillor D. Day

Abstaining: 0

Motion Carried.

Safe Grad Donation Request

Members were in agreement to donate 2 \$25.00 gift cards as in previous years.

Land Sales

An opportunity to sell land previously taken for tax arrears was presented to Council. Members were in agreement to proceed through legal to acquire legal acquisition to the property in question.

Public Procurement Framework

A new Act to replace the Public Tender Act, Government Purchasing Act and Intergovernmental Joint Purchasing Act has been announced. Training on the new Framework will be offered in the coming weeks.

Public Works:

Chlorine Readings

Chlorine Readings for the month of February were presented to and reviewed by members. Readings were found to be within the recommended guidelines.

Monthly Usage & Flow Data

Average Water Usage for the Month of February was 160,075 gal/day.

Fire Dept:

Funding Approval

Verbal approval was received from MHA Derrick Bragg for the Fire Department in the amount of \$4,693 on an 80/20 split. Funding is to be used for PPE.

Fire School 2018

FES 2018 Training School will be offered in Grand Falls-Windsor from May 26 to June 1, 2018. The information package has been passed to the Fire Department for consideration.

Fridge & Stove

Motion-4214-18-Councillor M. Wheaton/Councillor D. Howell

Resolve to grant approval to the Fire Department to purchase the Fridge and Stove for \$400.00 as presented.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Budget Status

Motion-4215-16-Councillor D. Howell/Councillor M. Wheaton

Resolve to order the Fire Department equipment as presented in their 2018 Budget.

In favour: Mayor Howell Councillor S. Budgell
Councillor D. Day Councillor M. Wheaton
Councillor D. Howell

Opposed: 0

Abstaining: 0

Motion Carried.

Accounts

Payable:

NL Power	\$ 24.01 – Hydro – Lift Stn. (Paid)
NL Power	\$ 225.24 – Hydro – Garage (Paid)
NL Power	\$ 78.67 – Hydro – Chlor. Cham. (Paid)
NL Power	\$ 474.33 – Hydro – Mun. Bldg. (Paid)
NL Power	\$ 223.70 – Hydro – Booster Stn. (Paid)
NL Power	\$ 596.80 – Hydro – Fire Hall (Paid)
NL Power	\$1,744.85 – Hydro – Street Lighting
Bell Mobility	\$ 36.45 – Phone – Cell
Bell Aliant	\$ 584.32 – Phone/Fax/Internet/Lift Stn.

Bell Aliant	\$ 76.70 – Phone – Fire Dept.
Rockwater	\$1,482.12 – Chlorine
Central Cashier’s Office	\$ 910.80 – Salt/Sand Mixture
Fireworks FX	\$ 139.69 – 3 D Glasses re Christmas
NAPE	\$ 61.09 – Union Dues
CIBC Mellon	\$ 411.30 – Pension Premiums
Receiver General	\$2,977.52 – Payroll Remittance
Bluebird Investments Ltd.	\$ 546.25 – Chains/Pulleys Garage Doors
Receiver General for Canada	\$ 82.00 – FD Radio Renewal
CNWM	\$2,161.52 – Curbside Collection
CNWM	\$2,038.91 – Tipping Fees
Tulk’s Home Hardware	\$ 330.96 – Garage/Janitorial Supplies
Workplace NL	\$2,221.89 – WHSCC Premiums
APS	\$ 617.55 – Chlorine Sample Test Packets
TRIO	\$ 355.46 – Health Premiums
Central Office Equipment	\$ 218.18 – Toners – Photocopier
Mercer’s Marine	\$ 113.55 – NL & Canada Flags

Motion-4216-18-Councillor D. Howell/Councillor D. Day

Resolve that the outstanding accounts be paid in full as presented.

In favour: Mayor Howell Councillor S. Budgell
 Councillor D. Day Councillor M. Wheaton
 Councillor D. Howell

Opposed: 0
 Abstaining: 0

Motion Carried.

Correspondence

From	Regarding	Action
MAA	Update	Info Only
MA/Env	Cannabis Retail Outlets	Info Only
Telecom	10 Digit Dialing/New Area Code	Info Only

New Business: Application for Development

Application for Development at 74 Howell’s Avenue was approved pending approval of all other relevant government departments.

Domestic Sawmill

The request to operate a Domestic Sawmill at 315 Main Street South was approved pending approval of all other relevant government departments.

Hog Farm

Members were informed that there has been interest shown in operating a Hog Farm on Main Street South. Research is required to determine the zoning required as the Town Plan doesn’t show agriculture zoning in this area.

Members

Business:

Councillor Orientation

Members were informed that there will be a Councillor Orientation Session offered at the Town of Musgrave Harbour in April. Councillor D. Howell, Clerk/Manager Dianne Goodyear and possibly Mayor Howell will be attending this session. The date is yet to be determined. Any other member interested in attending can notify the office to get registered.

MNL Central Regional Meeting

The Central Regional Meeting will be held in Grand Falls-Windsor on March 23rd and 24th, 2018. Councillors M. Wheaton, S. Budgell and D. Day will notify the office by Friday, March 16th to get registered if they are available to attend.

Adjournment: Motion-4217-18-Councillor D. Howell/Councillor S. Budgell

Resolve that Council do now adjourn to meet again on Monday, March 26th, 2018 at 7:30 p.m.

In favour:	Mayor Howell	Councillor S. Budgell
	Councillor D. Day	Councillor M. Wheaton
	Councillor D. Howell	

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 9:55 p.m.